Otsego Lake Township Planning Commission

Approved Minutes of January 9, 2025, Planning Commission Meeting

Call to Order- Chairperson Miller called the meeting to order at 7 PM

Roll call- Present: Al Blackburn, Josh Carlson, Tim Miller, Denise Pallarito (OLT Trustee), Leo Sensabaugh, Tom Totten.

Absent: Nora Corfis

Public Attendance- 2 Township residents and Melissa Chambers, NEMCOG Regional Planner

Pledge of Allegiance- Led by Tim Miller

Public Hearings- None

Persons requested by the Commission to attend this meeting- None

Conflict of Interest- Do Commissioners or any Commissioners feel other Commissioners may have a conflict on any matter on the agenda? Al Blackburn stated he wanted to discuss a potential conflict when addressing the NEMCOG contract under new business. Chairman Miller agreed to add this discussion under New Business - OLT Master Plan- NEMCOG contract discussion and "Next Steps".

Housekeeping Business- Next scheduled meeting to be held February 6, 2025

Public Comments, Communications Concerning Items on the Agenda and Additions to the Agenda- None

Approval of Minutes of December 5, 2024- Motion by Leo Sensabaugh, seconded by Al Blackburn to approve the minutes as presented. No discussion, voice vote was taken, motion passed unanimously.

Unfinished Business and Reports-

1. Election of OLT Planning Commission Officers for 2025

Chairman-

Motion made by Leo Sensabaugh to nominate Tim Miller as Chairman, seconded by Denise Pallarito. Discussion followed, and a voice vote was taken. Motion passed unanimously.

Secretary-

Motion made by Tim Miller, seconded by Tom Totten, to nominate Al Blackburn as Secretary. Discussion followed, and a voice vote was taken. Motion passed unanimously.

Vice Chairman- Motion made by Al Blackburn, seconded by Tim Miller to nominate Tom Totten as Vice Chairman. Discussion followed, and a voice vote was taken. Motion passed unanimously.

2. **Adoption of the OLT Planning commission 2024 Annual Report**

Motion to approve the 2024 OLT Annual Report as presented was made by Leo Sensabaugh, seconded by Tom Totten. No discussion, a voice vote was taken. Motion passed unanimously.

3. **Adoption of the OLT Planning Commission 2025 Meeting Dates**

Motion to approve the OLT Planning Commission Meeting dates, amended to include January 8, 2026 was made by Tom Totten, seconded by Leo Sensabaugh. No additional discussion, a voice vote was taken. Motion passed unanimously.

4. Leo Sensabaugh recommended that the OLT Board review all committee pay rates when discussing the township budget in the upcoming budget workshop. Discussion followed. Motion was made by Leo Sensabaugh, seconded by Tom Totten, to request the OLT Board review pay rates for all township committees. No additional discussion. A roll call vote was taken. Tom Totten- Yes. Leo Sensabaugh- Yes. Denise Pallarito- No, Tim Miller- Yes, Josh Carlson- Yes, Al Blackburn- Yes. Motion passed.

New Business-

1. **OLT Master Plan – NEMCOG contract and discussion and "Next Steps".** Chairman Miller asked Al Blackburn to explain his potential Conflict of Interest. Al Blackburn questioned Denise Pallarito's potential Conflict of Interest since her husband is the president of NEMCOG. Much discussion followed. A motion was made by Leo Sensabaugh, seconded by Tom Totten, for Chairman Miller to draft a letter to the OLT Board recommending that Denise Pallarito not be eligible to vote on any NEMCOG matters. No further discussion, a roll call vote was taken. Al Blackburn- Yes, Josh Carlson- Yes, Tim Miller- Yes, Denise Pallarito- Yes, Leo Sensabaugh- Yes, Tom Totten, Yes. Motion passed unanimously.

Public Participation For Items Not On The Agenda

1. Melissa Chambers (NEMCOG Regional Planner) presented a Sample Survey Questionnaire for the Master Plan. Al Blackburn clarified he sent a response to Heather Hunyan (NEMCOG Regional Planner) with the Planning Commissions recommended questions that we compiled at our December meeting. Melissa Chambers will finalize a draft of those questions for the Commissions review no later than January 31, 2025 to be available at our February 6, 2025 Commission Meeting. Melissa stated she will make hard copies for our review, and recommended the survey be on the Township Website for one month to gauge resident response.

Reports, If Any, Regarding Planning And Zoning From Each Member Of The Commission- None

Township Board Representive- Nothing to Report. Leo Sensabaugh mentioned the Township has a new Supervisor, Dave Matelski. Denise confirmed Dave Matelski was elected as the Township Supervisor.

Otsego County Planning Commission- Nora was absent, Randy Stults reported the County Planning Commission Meetings for January and February will be combined, and there is much discussion regarding Solar Fields being approved on private land.

Otsego County Zoning Board Of appeals- Tim Miller reported one case was postponed to review rezoning a property variance request.

Chairman Miller adjourned the meeting at 8:45 PM.

Respectfully submitted,

Al Blackburn

Al Blackburn

OLT Planning Commission Secretary

Minutes approved as presented at the February 6, 2025 meeting.